

United States Government

Department of Energy

memorandum

Carlsbad Field Office
Carlsbad, New Mexico 88221

DATE: May 13, 2004

REPLY TO
ATTN OF: CBFO:QA:MPN:GS:04-1502:UFC 2300.00

SUBJECT: Audit (A-04-19) Hanford Recertification of the TRU Waste Characterization, Certification and Transportation Programs

TO: Mark French, DOE-RL

Please be advised that a team of auditors and technical specialists from the Carlsbad Field Office (CBFO) will conduct an audit at the Hanford Site in Richland, Washington, June 15-18, 2004. The audit will be conducted in accordance with the attached audit plan. The purpose of the audit is to determine whether TRU waste characterization activities should continue to be certified by DOE/CBFO for the WIPP project. See the attached audit plan for details. Representatives from DOE/CBFO, the US Environmental Protection Agency (EPA), and the New Mexico Environment Department (NMED), may be present to observe the audit process.

Your representatives are requested to coordinate with the audit team to develop the necessary documentation for team access to Hanford facilities, arrange for appropriate space to conduct meetings, provide cognizant personnel to support the audit, and provide the audit team with access to appropriate documentation and records. Please provide the necessary meeting/working rooms for the audit team and the EPA inspectors, and a full set of documentation applicable to Hanford work for the WIPP including the applicable procedures.

If you have any questions or comments concerning the audit, please contact me at (505) 234-7483.


Martin P. Navarrete
Quality Assurance Specialist

Attachment

040510



Mark French

-2-

May 13, 2004

cc: w/attachment

L. Piper, CBFO	*ED
A. Holland, CBFO	*ED
D. Miehl, CBFO	*ED
K. Watson, CBFO	*ED
M. Eagle, EPA	*ED
E. Feltcorn, EPA	*ED
R. Joglekar, EPA	*ED
J. Bearzi, NMED	*ED
S. Zappe, NMED	*ED
D. DeRosa, FH	*ED
R. Dunn, FH	*ED
R. Bisping, FH	*ED
P. Rodriguez, CTAC	*ED
D. Winter, DNFSB	*ED
S. Harrison, CTAC	*ED
K. Dunbar, WRES	
CBFO QA File	
CBFO M&RC	

CARLSBAD FIELD OFFICE AUDIT PLAN**Audit Number:** A-04-19**Organization
to be Audited:** Hanford Site**Organizations
to be Notified:** Hanford Site
New Mexico Environment Department
Environmental Protection Agency
Defense Nuclear Facilities Safety Board**Date and
Location:** June 14 - 18, 2004
Richland, Washington

Audit Team:	Pete Rodriguez	Audit Team Leader/CTAC
	Earl Bradford	Auditor/CTAC
	Steve Calvert	Auditor/CTAC
	Norman Frank	Auditor/CTAC
	John Gray	Auditor/CTAC
	Wayne Ledford	Auditor/Technical Specialist/CTAC
	Jeff May	Auditor/CTAC
	Charlie Riggs	Auditor/CTAC
	Jim Schuetz	Auditor/CTAC
	Dee Scott	Auditor/CTAC
	Dick Blauvelt	Technical Specialist/CTAC
	Patrick Kelly	Technical Specialist/CTAC
	BJ Verret	Technical Specialist/CTAC
	Todd Sellmer	Technical Specialist/WTS
	Joe Willis	Technical Specialist/WTS

Audit Scope: This is the annual recertification audit of the Hanford Site. The audit will evaluate the adequacy, implementation, and effectiveness of the applicable technical and quality assurance activities related to Hanford transuranic waste characterization, certification, and transportation programs. The audit will assess Hanford waste characterization processes for retrievably stored and newly generated debris (S-5000), contact-handled waste at the Waste Receiving and Processing (WRAP) facility. The audit will also assess newly generated debris and homogeneous solids (S-3000 & S-5000), characterized at the Plutonium Finishing Plant (PFP), WRAP and

T-Plant, as applicable. In addition, the audit will evaluate the procedures and processes for assay and packaging of waste at the Plutonium Finishing Plant.

Activities/Tasks to be Audited:

The following CBFO quality assurance elements will be evaluated:

- Organization/QA Program Implementation
- Personnel Qualification and Training
- QA Grading
- Documents and Records
- Procurement
- Control of Measuring and Test Equipment
- Control of Nonconforming Items
- Corrective Action
- Audits/Assessments
- Sample Control
- Software Quality Assurance

The following CBFO Characterization technical elements will be evaluated:

- Sample Design
- Headspace Gas (HSG) Sampling at T- Plant
- HSG analysis using cryofocusing GS/MS for S3000 & S5000;
- HSG sampling including gas-tight seal option for POCs and drums and side port sampling (S3000 & S-5000) at T-plant and WRAP;
- Solid Sampling at PFP (S3000);
- Chain-of-custody process for HSG SUMMAs to be sent for analysis at the INEEL;
- Nondestructive Assay (NDA) – Two (2) GEA vaults at WRAP (S5000),
- SGSAS at PFP Rooms 170 and 172 (S3000 & S5000);
- Calorimeters at PFP (S3000 & S5000);
- IPAN – two (2) two systems at WRAP (S5000);
- NDE/Real Time Radiography (RTR) - (Two RTR Units at WRAP)
- Visual Examination at WRAP (S5000);
- Visual Examination Technique at PFP (S3000 & S5000);
- Visual Examination Technique at WRAP (S3000 & S5000);
- Performance Demonstration Program (NDA & HSG);
- Data Verification & Validation;
- Acceptable Knowledge;
- Packaging;
- Inspection of Packaging;
- Payload Certification;

Preparation and Loading;
Shipping;
Packaging Maintenance;
Waste Stream Profile Forms;
WIPP Waste Information System (WWIS)

Governing Documents/Requirements:

Adequacy evaluations of Hanford TWCP documents will be based on the current revisions of the following documents:

CBFO Quality Assurance Program Document (QAPD), DOE-CBFO-94-1012

Waste Analysis Plan (WAP), Attachment B6, of the RCRA Part B Permit

Contact-Handled Waste Acceptance Criteria (CH-WAC) for the Waste Isolation Pilot Plant, DOE/WIPP-02-3122

TRUPACT-II Safety Analysis Report, TRAMPAC, and the TRUPACT-II Certificate of Compliance, NRC-Docket 71-9218

Programmatic and technical checklists will be developed from the active revision of the following documents:

Hanford Quality Assurance Project Plan (QAPjP) for the Transuranic Waste Certification Program, HNF-2599

Hanford Site Transuranic Waste Certification Plan (includes TRAMPAC), HNF-2600

Related Hanford technical and quality assurance implementing procedures

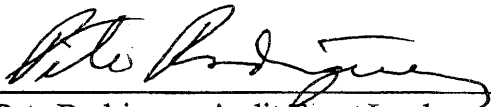
Schedule of Audit Activities:

A pre-audit conference is scheduled for Tuesday, June 15, at 8:00 a.m. in the 2420 Stevens Building conference room.

Audit team caucuses will be held at 4:30 p.m. Tuesday through Thursday in a Hanford 200 Area conference room.

The audit team will meet with the appropriate Hanford management at 8:30 a.m. Wednesday, Thursday, and Friday in a Hanford 200 Area conference room.

A post-audit conference is scheduled for Friday, June 18, at 2:00 p.m. in the 2420 Stevens Building conference room.

Prepared By: 
Pete Rodriguez, Audit Team Leader

Date: 5/10/04

Approved By: 
Ms. Ava L. Holland, CBFO QA Manager

Date: 5/13/04